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New Hampshire Board of Medicine

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March 25, 2015

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

- 1) Authorize Sarah Blodgett, Executive Director of the New Hampshire Board of Medicine, to attend the Federation of State Medical Boards (FSMB) annual conference to be held April 23 through April 25, 2015 in Ft. Worth, TX, effective upon Governor and Council approval.
- 2) Further authorize Ms. Blodgett, pursuant to RSA 4:8, and Administrative Rule 311.10, to accept complimentary scholarship from Federation of State Medical Boards including admission to the scheduled conference and travel, meals, and accommodations not to exceed \$1,800.

EXPLANATION

FSMB is a national non-profit organization that represents more than 70 medical and osteopathic licensing boards. The meetings that FSMB hosts each year provide board members and staff with an opportunity to expand their knowledge base, stay up-to-date on new developments in medical regulation, and network with colleagues. This year's agenda includes presentations on opioid prescription abuse and the changing role of mid-level practitioners.

Expenses for the event include:

- Admission: Complimentary
- Hotel: Complementary
- Airline Travel: Complementary
- Auto Mileage: Complementary
- Meals: Complementary

The Board of Medicine respectfully asks for approval of this request.

Respectfully submitted,

Penny Taylor
Penny Taylor
Administrator

MEMORANDUM

February 10, 2015

To: Sarah Blodgett
From: **Deanne Dooley, Executive Administrative Assistant**
Meeting and Travel Planning

This memorandum confirms that on behalf of your state medical board you will be attending the FSMB's Annual Meeting to be held April 23 – April 25, 2015, at the Omni Fort Worth in Fort Worth, TX.

Reimbursement of up to \$1,800 in travel expenses will be provided for each member board's executive director/senior staff representative who attends the FSMB's Annual Meeting. **Expenses will be reimbursed according to the enclosed guidelines.** Please note that the maximum reimbursement amount of \$1,800 includes the purchase of a round-trip coach class airline ticket, lodging for Wednesday through Saturday nights at the host hotel, and meals (when not provided) and incidentals up to \$100 per day Wednesday through Sunday.

Travel reservations must be made through the FSMB's travel agency, Canyon Creek Travel and billed directly to the corporate account. Tickets booked elsewhere will not be reimbursed. In order to obtain the most favorable pricing, as well as your flight and seating preferences, please complete the enclosed form and send it to the travel agency as soon as possible. **NOTE:** Canyon Creek Travel is the Federation's new authorized travel agency as of 11/10/2014.

Omni Fort Worth is the host hotel for this year's Annual Meeting. Please make your reservations by calling (817) 535-6664 or (800) THE-OMNI. Reservations can also be made on-line via the FSMB website at FSMB Hotel Reservations. Please make your reservation early, as only a limited number of rooms will be available up until the reservation cutoff date of **March 30, 2015**.

A meeting registration form is enclosed. Note that the registration fee is waived for executive representatives. It is important that you complete and return the registration form as soon as possible so that preparations can be made for your attendance. **Registration can be completed online via the FSMB website at FSMB Online Registration and Payment.** If you have any questions regarding your registration, please contact Ruth Vinciguerra at 817-868-4007.

Upon arrival at the meeting, you will receive an expense report form in your registration packet. In order to expedite the reimbursement process, please remember to attach all receipts for single item expenses and to give details of expenses incurred. Daily expenses must be itemized. The FSMB does not reimburse on a per diem basis.

We look forward to your participation at the FSMB's 2015 Annual Meeting. A draft agenda for the annual meeting will be posted on the Federation's website at www.fsmb.org. Should you have any questions, please do not hesitate to contact me at (817) 868-4086 or ddooley@fsmb.org.



Federation of State Medical Boards
2015 Annual Meeting Agenda

*Collaborating and Communicating: Tools for Success
in Today's Complex Regulatory Environment*

Omni Fort Worth Hotel
Fort Worth, Texas

DRAFT AGENDA

*Times and session titles are subject to change

Wednesday, April 22, 2015

12:00 – 6:00 p.m. **Annual Meeting and CME Registration**

5:30 – 6:30 p.m. **Minnesota Welcome Reception**

Thursday, April 23, 2015

7:00 a.m. – 5:00 p.m. **Annual Meeting and CME Registration**

7:00 – 7:45 a.m. **New Attendee Orientation** (*continental breakfast will be provided for those who attend*)

All first-time meeting attendees, including new state medical board members and staff, are encouraged to sit in on this informative session. This session will walk newcomers through the major highlights and structure of FSMB's Annual Meeting and provide a history of the organization, as well as tips for maneuvering through the next three days.

8:00 – 8:30 a.m. **Opening Ceremonies**

During the opening ceremonies, FSMB leaders will emphasize the theme of the meeting – *Collaborating and Communicating* – making the point that over the next several days attendees will explore issues that require regulators to work together in new ways with each other, as well as with external agencies and organizations.

8:30 – 9:30 a.m. **General Session - Your Federation at Work**

Humayun J. Chaudhry, DO, MACP, President and Chief Executive Officer,
Federation of State Medical Boards

This session will cover the new and ongoing initiatives and services undertaken by the FSMB as it works with and for its members to improve the quality, safety and integrity of health care.

- 9:30 – 10:00 a.m. Break – Exhibits, Posters and Networking
- 10:00 – 11:30 a.m. **General Session Panel Discussion:**
We're in This Together: Navigating the Changing Shape and Boundaries of Medical Regulation
- Regulating medicine in today's fast-changing health-care environment brings with it new, complex interactions with external stakeholders. Three leading experts will discuss examples of significant shifts in the landscape for medical regulation, including the development of the Interstate Medical Licensure Compact, the recent FTC v. North Carolina Dental Examiners case and the rise of education and CME co-sponsorship as core components of medical regulation. In each case, factors are emerging that portend long-range changes in the way medical regulation is approached – including the way regulators work with other stakeholders. New coalitions and alliances are forming...new ways of doing business together...What does it all mean for our future?
- Panelists:
 Mr. Jack Bierig, JD, Partner, Sidley Austin, LLP
 Meg Hansen, PA-C, Executive Director, South Dakota Board of Medical Examiners
 Donald H. Polk, DO, FSMB Chair
 Jacqueline Watson, DO, MBA, Executive Director, District of Columbia Board of Medicine
- Moderator:
 Humayun J. Chaudhry, DO, MACP, President and Chief Executive Officer, Federation of State Medical Boards
- 11:30 a.m. – 12:00 p.m. Break – Exhibits, Posters and Networking
- 12:00 – 1:45 p.m. **General Session: Dr. Herbert Platter Lecture Luncheon**
Title to come
Keynote Speaker: Michael Botticelli, Director, White House Office of National Drug Control Policy
- 2:00 – 3:30 p.m. **Regional Board Forums** (4 groups)
 Participants will have the opportunity to discuss common issues among state medical boards during these sessions. During the Regional Board Forums this year, several invited state medical boards will have the chance to discuss their innovations with “mini-presentations” – very short power point presentations intended to generate ideas and best practices. An emphasis will be placed on programs that demonstrate successful outreach to other organizations or stakeholders.
- 3:30 – 4:45 p.m. **Board Attorney Roundtable**
 The dialogue at this session will focus on board attorneys as they share and exchange valuable information on case experiences, best practices and current challenges. Attendees will focus their attention on discussing issues pertinent to a medical board attorney.

- 3:30 – 4:45 p.m. **Board Member Workshop**
 Participants will examine the responsibilities that accompany board membership, the relationship between board members and staff and the process and functions of a model medical board. This session is ideal for newly appointed board members. During this year’s workshops, moderators will ask participants to share examples of successful efforts to build stronger collaboration and working partnerships between board members and staff members of the boards they represent.
- 3:30 – 4:00 p.m. **Rules Committee**
 Witness how the procedural rules used during the House of Delegates meeting are reviewed and recommended.
- 5:30 – 6:30 p.m. **Candidates’ Forum**
 Candidates for leadership positions will present their views on the future of the FSMB. Attendees are invited to attend this event to personally meet the candidates.
- 6:30 – 7:30 p.m. ***Meet the Candidates Reception***

Friday, April 24, 2015

- 7:00 a.m. – 5:00 p.m. **Annual Meeting and CME Registration**
- 7:00 – 7:50 a.m. **Sunrise Concurrent Sessions** (*continental breakfast will be provided for those who attend*)
- Session 1:** *United State Medical Licensing Examination (USMLE) Update*
- In this session, participants will learn about changes and trends in USMLE and the Clinical Skills Evaluation Collaboration. This annual session provides important new information about programs that are central to the day-to-day licensing and regulation of physicians.
- Faculty:
 Gerard F. Dillon, PhD, Vice President, Licensure Programs, National Board of Medical Examiners (NBME)
 David A. Johnson, MA, Senior Vice President, Assessment Services, Federation of State Medical Boards (FSMB)
 Peter J. Katsufakis, MD, MBA, Senior Vice President, Assessment Services, National Board of Medical Examiners (NBME)
- Moderator:
 Donald E. Melnick, MD, MACP, President, National Board of Medical Examiners (NBME)

Session 2: *Federation Credentials Verification Service (FCVS) and Physician Data Center (PDC) Update*

This annual session provides information about two key FSMB services, used by a growing number of state medical boards and physicians. FSMB Chief Information Officer Mike Dugan will present new data and trends.

Faculty:

Michael P. Dugan, MBA, Chief Information Officer and Senior Vice President for Operations, Federation of State Medical Boards (FSMB)

Moderator:

Datta G. Wagle, MD, FSMB Board of Directors

8:00 – 9:00 a.m.

Reference Committees

9:15 – 10:30 a.m.

Morning Concurrent Sessions

Sessions will be offered concurrently with each other repeated two times, allowing registrants to attend two of the three sessions.

Session 1: *Update on the Interstate Medical Licensure Compact*

In this session, participants will learn about fast-moving developments with the proposed Interstate Compact, with an emphasis on how the system is impacting multiple stakeholders – ranging from hospital systems to state medical associations.

Faculty:

Mari Robinson, JD, Executive Director, Texas Medical Board

Rep. Raymond Ward (Utah)

Patricia A. King, MD, PhD, FSMB Board of Directors

Moderators:

J. Daniel Gifford, FSMB Chair-elect

Session 2: *Working Within the New Team-based Care Model: The Changing Roles of Physician Assistants and Other Care Providers*

In this session, participants will learn about changes in scope-of-practice boundaries in health care and how state medical boards are adapting and changing. The focus will be on new policies from state boards aimed at meeting the needs of a new practice environment in which duties are being shared more widely between physicians and other members of the health care team.

Faculty:

Kathy Apple, RN, MS, FAAN, Chief Executive Officer, National Council of State Boards of Nursing

Dawn Morton-Rias, EdD, PA-C, President/CEO of National Commission on Certification of Physician Assistants

Moderator:

Ralph Loomis, MD, FSMB Board of Directors

Session 3: *Accreditation of U.S. and Caribbean Medical Education Programs*

In this session, participants will hear about important developments in accreditation of Caribbean medical schools. An increasing number of physicians are graduating from these schools and making up a growing percentage of the U.S. physician workforce.

Faculty:

Barbara Barzansky, PhD, MHP, Director Undergraduate Medical Education, LCME

Lorna Parkins, Executive Director, Caribbean Accreditation Authority for Education in Medicine and other Health Professions (CAAM-HP)

Moderator:

Donald H. Polk, DO, FSMB Chair

10:30 – 10:45 a.m.

Break – Exhibits, Posters and Networking

10:45– Noon

Morning Concurrent Sessions Repeated

Noon – 2:00 p.m.

FSMB Foundation Luncheon

Attendees will join the FSMB Foundation for its third annual luncheon. Space is limited and tickets will be required. Opportunities to sponsor a table (tables of eight) will be available

Keynote Speaker: **Kent Brantly, MD**, physician and U.S. medical missionary, who contracted Ebola while working in Liberia and survived the deadly disease after treatment at Emory University Hospital in Atlanta, Georgia.

2:00 – 3:15 p.m.

Afternoon Concurrent Sessions

Sessions will be offered concurrently with each other repeated two times, allowing registrants to attend two of the three sessions.

Session 1: *Opioid Prescription Abuse: Forging New Partnerships for Success*

Participants in this session will learn about trends and best practices as state medical boards work in new ways with law enforcement and other state and federal agencies to combat opioid prescription drug abuse. A focus will be placed on working with agencies to build collaborative relationships.

Faculty:

Katherine Brown, U.S. Department of Justice

Sherry L. Green, Chief Executive Officer, Sherry Green & Associates, LLC

Moderator:

Gregory B. Snyder, MD, FSMB Board of Directors

Session 2: *Trends and developments in telemedicine: What You Need to Know*

Participants in this session will learn about the many developments in telemedicine since the adoption last year of the FSMB's groundbreaking new guidelines for telemedicine ranging from proposed legislation to trends in telemedicine use by providers.

Faculty:

Libby Baney, JD, Senior Director and Counsel, FaegreBD Consulting
Wen Dombrowski, MD, MBA, physician executive with Resonate Health LLC (invited)

Lisa Robin, Chief Advocacy Officer, Federation of State Medical Boards

Moderator:

Jon V. Thomas, MD, MBA, FSMB Immediate Past Chair

Session 3: *Communicating with Your Stakeholders: Strategies for Engaging Your Licensees, the Public and Peer Organizations*

Participants will learn about the new tools that are available to help them communicate their board's policies to diverse audiences. This session will include advice from experts on communicating a board's brand and the tools that can help -- ranging from websites and eNewsletters to social media.

Faculty:

Jean Fisher Brinkley, Director of Public Affairs, NC Medical Board

Paul Larson, Paul Larson Communications

Moderator:

Stephen E. Heretick, JD, FSMB Board of Directors

- 3:15 – 3:45 p.m. Break – Exhibits, Posters and Networking
- 3:45 – 5:00 p.m. **Afternoon Concurrent Sessions Repeated**
- 5:30 – 7:00 p.m. **Reception hosted by the Alabama State Board of Medical Examiners**

Saturday, April 25, 2015

7:00 a.m. – Noon **Annual Meeting and CME Registration**

7:00 – 7:50 a.m. **Sunrise Concurrent Sessions** (*continental breakfast provided for those who attend*)

Session 1: *National Board of Osteopathic Medical Examiners and the Comprehensive Osteopathic Medical Licensing Examination of the United States (COMLEX-USA) Update*

In this session, participants will hear all of the latest developments and news from NBOME about COMLEX USA, the Comprehensive Osteopathic Medical Licensing Examination. This annual session provides important new

information about programs that are central to the day-to-day licensing and regulation of osteopathic physicians.

Faculty:

John R. Gimpel, DO, MEd, President and Chief Executive Officer, National Board of Osteopathic Medical Examiners (NBOME)

Moderator:

Galicano F. Inguito, MD, MBA, Treasurer, FSMB Board of Directors

Session 2: *Federation Credentials Verification Service (FCVS) and Physician Data Center (PDC) Update*

In this repeat of Friday's Sunrise Concurrent Session, participants will learn about two key FSMB services, used by a growing number of state medical boards and physicians. FSMB Chief Information Officer Mike Dugan will present new data and trends.

Faculty:

Michael P. Dugan, MBA, Chief Information Officer and Senior Vice President for Operations, Federation of State Medical Boards (FSMB)

Moderator:

Datta G. Wagle, MD, FSMB Board of Directors

8:00 – 9:15 a.m.

Joint Session: FSPHP and FSMB

Physician Burnout: Making a Pathway to Physician Wellness

In this annual session, participants will learn about trends and developments in physician burnout and programs that can help. In recognition of this year's Annual Meeting theme, *Collaborating and Communicating*, this session will focus on how boards can build stronger working partnerships with physician-health programs.

9:15 – 9:30 a.m.

Break

9:30 – 10:15 a.m.

Dr. Bryant L. Galusha Lecture

This session honors Dr. Bryant L. Galusha, the FSMB's chief executive officer from 1984-89, who was instrumental in enhancing the visibility of the FSMB and leading the organization toward a single examination pathway.

Keynote Speaker: Cass R. Sunstein, JD, author and legal scholar whose latest book is *Valuing Life: Humanizing the Regulatory State*. Mr. Sunstein is an expert in constitutional and administrative law and worked in regulatory affairs in the White House under President Obama. He previously was a professor at the University of Chicago and now teaches at Harvard University Law School.

10:15 – 10:45 a.m.

FSMB Awards Presentation

Honorees will be recognized and receive the FSMB's highest awards, including the Distinguished Service Award, the John H. Clark, M.D. Leadership Award and the Meritorious Service Award.

- 11:00 – 11:45 a.m. **General Session**
The National Fight to Reduce Opioid Prescription Abuse and Misuse: Are We Making Progress?
- For the last several years, the nation’s opioid prescription abuse and misuse crisis has been the target of dozens of public sector agencies and organizations – ranging from the Centers for Disease Control and Prevention to the Office of National Drug Control Policy – along with the nation’s state medical boards and various levels of law enforcement. Are these widespread efforts having an impact, and if so, how much? A well-known and respected federal official will provide insights.
- Speaker:
 Joseph T. Rannazzisi, Office of Diversion Control, Drug Enforcement Administration
- 12:00 – 2:00 p.m. Lunch on your own
- 12:00 – 1:30 p.m. **Public Members Forum**
 During this session, meeting faculty will discuss the role and importance of public member participation in medical regulation. The session is useful for both veteran public members and those just beginning their term of service on a state medical board.
- 2:00 – 4:00 p.m. **House of Delegates**
 The annual business meeting of the House of Delegates is open to all attendees.
- 6:00 – 6:30 p.m. **Chair’s Reception**
- 6:30 – 7:30 p.m. **Investiture of the Chair and Parade of Presidents (*black tie optional*)**
 J. Daniel Gifford, MD, will be installed as chair and elected officers and directors will be recognized during the occasion.
- 7:30 p.m. **Dr. Walter L. Bierring Dinner and Entertainment (*black tie optional*)**
 This event celebrates the installation of the FSMB’s new leadership team and honors Dr. Bierring, a pivotal leader during the FSMB’s formative years. Dr. Bierring edited the *Federation Bulletin* (now the *Journal of Medical Regulation*) for 45 years while simultaneously serving as the organization’s secretary and treasurer.

**TRAVEL REIMBURSEMENT GUIDELINES
FOR BOARD EXECUTIVE DIRECTORS
ATTENDING THE FSMB ANNUAL MEETING**

The Federation of State Medical Boards of the United States, Inc. (FSMB) will reimburse board executive directors up to \$1,800 for travel, lodging and meal expenses incurred to attend the FSMB's Annual Meeting according to the Travel Reimbursement Guidelines. In the event the board executive director cannot attend the meeting, another senior staff person may be selected by the board president/chair to attend in the executive director's place.

Annual Meeting registration fee will be waived.

AIR TRAVEL

The FSMB will reimburse the cost of one coach class, round trip airline ticket for the board executive director attending the annual meeting. **Tickets must be booked 14 days prior to travel through the Federation's authorized travel agency and billed directly to the corporate account. Tickets booked less than 14 days prior to travel or booked elsewhere will not be reimbursed.**

However, if the executive director has access to a lower fare (such as a government rate) through another source, the FSMB will reimburse that airfare provided he/she obtains a written quote from the FSMB's travel agency for comparison. **The FSMB's Director of Meetings & Travel must be notified prior to making these alternate reservations.**

Should the board executive director choose a flight itinerary at a higher fare than a comparable fare offered by the FSMB's travel agency, he/she will be responsible for the additional expense regardless of whether the \$1,800 expense cap is reached.

Airline Class of Service

All air travel must be in coach class. Travelers are expected to use the lowest logical airfare available (see below for definition) regardless of personal participation in a frequent flyer program. **Tickets will be nonrefundable and nontransferable.**

Upgrades for Air Travel

Upgrades may be used only if they do not disqualify the traveler from a cheaper fare and are only allowed at the traveler's personal expense.

Personal Stopovers

Travelers must pay for any personal stopovers which increase airfare.

Changes to Tickets

Changes to tickets must be pre-approved by FSMB's Director of Meetings and Travel. Any additional fare or fee resulting from the change (including for standby travel on an earlier flight) will be at the traveler's expense unless the FSMB is requesting the traveler to make the change.

Lowest Airfare Definition

Travelers are expected to book the lowest logical airfare as determined by the travel agency based on the following parameters.

Negotiated Airfares - This could include designated airlines for certain routes, with which the Federation has a negotiated rate.

Routing - Routing requires no more than one stop with one change of plane for each way of a round trip. Routing does not increase the one-way total elapsed trip time (origin to destination) by more than 2 hours.

Time Window - Departure/arrival must be no more than 1 ½ hours before or after requested time for flights of 4 or more hours and 1 hour for flights less than 4 hours.

Baggage Fees

The FSMB will reimburse airline charges for up to two checked bags. Overweight baggage fees will not be reimbursed.

Preferred Seating

If traveler's seating preference is not available within the "base airfare", the FSMB will reimburse up to \$75 roundtrip to purchase such seating.

GROUND TRANSPORTATION

If using rail or personal automobile, the total expense for such travel may not exceed the cost of prevailing coach airfare.

Reimbursement for use of personal autos will be at the prevailing IRS standard mileage rate plus fees for parking and tolls. Other auto expenses (violation tickets, maintenance) are not reimbursable.

Reasonable cab fares and transfers to and from the airport will be reimbursed. **Rental car expenses are not reimbursable.**

LODGING

In order to take advantage of the FSMB's scholarship, the board executive director must stay at the host hotel. Hotel costs will be reimbursed at the host hotel's single convention rate for up to **four nights from Wednesday through Saturday nights.**

MEALS & INCIDENTALS

Meals (**when not provided**) and incidentals (e.g., tips, phone calls) will be reimbursed up to \$100 per day from Wednesday through Sunday. Consumption of alcohol is at the traveler's personal risk and the FSMB expects the traveler to act responsibly and avoid intoxication.

Receipts for all meals are required. Itemized restaurant receipts should be submitted. Credit card signature receipts alone may not meet the requirements of this policy. The FSMB does not reimburse on a per diem basis.

Excessive phone calls, in terms of number or length, will not be reimbursed.

UNAUTHORIZED EXPENSES

Miscellaneous personal and business expenses are not reimbursable. These include: expense charges for family members or guests; expenses incurred for business related to other organizations; movies, gift shop purchases, business center, dry cleaning/laundry, and Continuing Medical Education fees.

SPECIAL TRAVEL ACCOMMODATIONS

Individuals with documented disabilities as defined under the Americans with Disabilities Act Amendments Act of 2008 (ADAAA) may request special travel accommodations. Individuals requesting special accommodations must provide appropriate documentation to support the request. Requests will be evaluated on an individual basis.

The ADAAA and accompanying regulations define a person with a disability as someone that (1) has a physical or mental impairment that substantially limits one or more major life activities; or (2) has a record of such an impairment; or (3) is regarded as having such an impairment. The purpose of documentation is to validate that the individual is covered under the ADAAA as a disabled individual. The purpose of accommodations is to provide equal access for individuals traveling on behalf of FSMB.

REIMBURSEMENT FORMS

The FSMB Request for Reimbursement of Travel Expenses should be completed and submitted to the Federation's Director of Meetings and Travel within **30 days** following completion of travel. Requests for extensions must be in writing. Reimbursement will not be granted for requests received after **30 days** unless a request for an extension has been submitted.

Receipts for all individual expenses exceeding \$25 must be attached to the reimbursement request.